

Request for Information

Date: March 2, 2009

Project: The evaluation of potential business models whereby a private partner assess MDOT current and long range goals, and develops strategies to implement changes in the best interest of MDOT, resulting in maximum cost savings.

Issuing Agency: The Michigan Department of Transportation (MDOT)
Van Wagoner Building
425 West Ottawa Street
Lansing, Michigan 48909

Introduction

The Michigan Department of Transportation (MDOT) is requesting Letters of Interest (LOI) from private entities (Respondents) interested in assisting MDOT in reducing telecommunication costs.

MDOT will evaluate responses to this Request for Information (RFI) and determine if there appears to be any responses which merit further discussion in which potential private partners can provide MDOT with enough information to make an informed decision to move forward with a partnership agreement/contract.

Background

Attempting to comply with the Governors directives during these difficult economic times and stringent budget constraints, MDOT is seeking assistance in reducing our telecommunication costs.

Maybe an estimate of how much we spend and what we would like to reduce it by.

Anticipated Benefits:

Assess MDOT's current and long range goals; develop strategies to implement changes in MDOT's best interest, doing so in a manner to achieve maximum cost savings. Review all telecommunication services, such as land lines and cell phones. Bill analysis to spot billing errors and initiate reimbursement, RFQ (request for quote) contacts to qualified partners, invoice validation, usage patterns and traffic study, and internal policy recommendations.

Instructions for Responses

Respondents should submit a LOI, stating their interest in working with MDOT to reduce its telecommunication costs. The LOI should:

- Provide contact information for the Respondent.
- Describe the Respondent's business model or approach to obtain objective listed above.
- Provide information regarding what the Respondent will or could provide as part of the Respondent's services.
- Describe how the Respondent will maintain a high quality of service and how the Respondent will respond to complaints or request for changes from MDOT.
- Provide a preliminary development and implementation schedule.
- Provide preliminary contract or agreement information such as contract type, terms, sunset clauses, and contract timeframe.

This is not a competitive request. MDOT reserves the right to begin discussions with any, all, or none of the Respondents.

MDOT recognizes that some of the information contained in these responses may be confidential. Portions of the LOIs marked as confidential will not be made publicly available except as required by law.

MDOT requests that Respondents provide five paper copies (four bound and one unbound) of the LOI to the MDOT project manager named below. MDOT will not return the LOI to the Respondent.

Michigan Department of Transportation
Project Manager Keith Belonga
Van Wagoner Building
425 West Ottawa Street
Lansing, Michigan 48909

The due date for submittal of an LOI is **April 22, 2009, at 3 p.m.** Fax and electronic copies are not acceptable.

Respondents may e-mail Project Manager Keith Belonga at belongak@michigan.gov for additional information.